

[Company Name]
[Company Address]
[City, State, Zip Code]
[Phone Number]
[Date]

To Whom It May Concern,

This letter is to formally verify the seasonal employment of **[Employee Name]** with **[Company Name]**.

Employment Details:

- **Position Title:** [Job Title]
- **Start Date:** [Start Date]
- **End Date:** [End Date/Expected End Date]
- **Employment Status:** Seasonal / Temporary
- **Hours per Week:** [Average Number of Hours]
- **Rate of Pay:** \$[Amount] per [Hour/Week/Month]

During this seasonal period, [Employee Name] is responsible for [Brief Description of Duties].

If you require any further information or additional documentation, please feel free to contact our office at [Phone Number] or via email at [Email Address].

Sincerely,

[Signature]
[Name of Authorized Representative]
[Job Title]